

**Shortcut Card for Building Inspection
Requests**

Please have your 7 Digit Permit Number ready.
(If on a rotary phone stay on line for an attendant)

Call (336) 373-2400 (APRIL)

After **APRIL** answers

Press **111**, then make your selection

Press 1 – Footing Inspection

Press 2 – Waterproofing Inspection

Press 3 – Slab Inspection

Press 4 – Rough or Insulation Inspection

Press 5 – Final Inspection

Press 6 – Driveway or Sidewalk Inspection

Press 7 – Any Other Building Inspections

Press 8 – Main Menu

Press 9 – Help

(Accesses the general help line)

Press 0 – Building Inspections Attendant

**TO SCHEDULE AN INSPECTION FOR THE
SAME DAY PLEASE CALL BEFORE 9 AM.** After
9 AM you will need to speak with the inspector to
schedule an inspection for the same day.

APRIL

(Automated Permit Plan Review Inspections and Local
Ordinance Enforcement)

MAIN MENU SELECTIONS

(If on a rotary phone stay on line for an attendant)

Call (336) 373-2400 (APRIL)

Press 1 – To request or cancel* an inspection

Press 2 – To speak with someone about a permit*

Press 3 – To speak with someone about plan
Review or origination*

Press 4 – To speak with someone concerning a
Certificate of Occupancy*

Press 6 – For documents that are available to be
Faxed back to you

Press 8 – To return to the next level up of menus
(Available at most points)

Press 9 – For on-line help
(Accesses general help line)

Press 0 – For the Attendant

Press # (or hang up) to terminate your call at any Point

*Available during normal business hours, Monday
through Friday, 8 AM to 5 PM.

**TO SCHEDULE AN INSPECTION FOR THE SAME
DAY PLEASE CALL BEFORE 9 AM.** After 9 AM you
will need to speak with the inspector to schedule an
inspection for the same day.